MEETING NOTES
Public Safety Radio Strategic Planning Executive Committee (PSRSPC)

July 11, 2007 Meeting | 1:30- 3:30 pm
Governor's Office of Emergency Services |3650 Schriever Ave. Mather, CA 96566

Meeting Purpose: 2007 Legislative Report Updates, CASM Governance Overview, Procurement Review Process Clarification & Authorization, CALSIEC Collaboration with PSRSPC Overview, 2008 Legislative Report Approach- Review and Discuss, PSRSPC Task Force for Briefing Legislators Discussion, Technical Working Group Updates.

NEXT PSRSPC MEETING: to be determined

NEXT JOINT MEETING OF PSRSPC & CALSIEC: to be determined

ACTION ITEMS

1. Adopt minutes from Joint PSRSPC & CALSIEC meeting, May 8, 2007
2. Put together BCP(s) (each agency/department, if applies) for GEOEC to submit as one package from PSRSPC
3. Complete (each agency/department) "Seven Questions" for inclusion in the 2008 Report
4. Adopt Draft Rescope process developed by TWG
5. Adopt TWG BCP Process developed by TWG
6. Adopt TWG Procurement Process
7. Continue development of 2008 Report to the Legislature

PARKING LOT ITEMS

1. Pursue legislative authority for CALSIEC
2. Amend submission date of Report to Legislature (from Jan 1 to June 1) in legislation
3. Education Days

CHAIR WELCOME

Frank McCarton, Governor's Office of Emergency Services, welcomed all. He introduced the new OES Telecommunications Chief, Hal O'Brian, formerly with the Sacramento Sheriff's office who will serve as the primary OES point of contact for PSRSPC and CALSIEC. Frank announced that his assistant Meghan Macera is leaving OES to go to law school. He thanked her for her hard work in interoperability in California over the past two years and wished her the very best.

SCIP CONTRACTOR
OES has selected SRA as the contractor to develop the Statewide Communications Interoperability Plan (CalSCIP). There were many bids and qualified candidates. DGS is currently moving forward on the contract with hopes that they will be on board in the next two weeks. A meeting will be scheduled with CALSIEC, solely for work with SRA on the SCIP. Frank thanked everyone for their patience and commitment in this process and commented that this statewide effort is important to the governor.

PSRSPC & CALSIEC COLLABORATION
Notes from the joint PSRSPC & CALSIEC meeting on May 8 ready for adoption.

LEGISLATIVE UPDATE
Meghan Macera reported that AB 1738, the bill to codify CALSIEC into state law and a top priority for this year's 2007 report was gutted and no longer included anything regarding interoperability. Future efforts to initiate another bill should also include a change for the submission date of the annual report to July 1 to be consistent with the fiscal year, rather than January 1. The July 1 date would also correspond to the BCP process schedule.

Another bill, AB 38, proposing a consolidation of OES and OHS was killed yesterday in the Senate Public Safety Committee. Work will continue with the Administration and the Legislature to come up with a solution to move forward. Mr. McCarton expressed disappointment in that in the whole time this bill was in the legislature and in committees it only received one no vote. He encouraged all to see the *Capitol Weekly* for the full story. He looks forward to working with everyone on this continuing effort.

CHP UPDATE
Reggie Chappelle from CHP reported they had received continued funding for their radio project. He said the support received from the PSRSPC was important and he thanked everyone.

CASM (COMMUNICATIONS ASSETS SURVEY & MAPPING TOOL)
Vinnie Buehler from OHS reported that they had applied to the U.S. Department of Homeland Security's Interoperable Communications Technical Assistance Program (ICTAP) for technical assistance support related to CASM. This was approved. ICTAP, however, first wants a governance structure put in place to govern the tool. Mr. Buehler said he had brought this up with CALSIEC yesterday at their meeting and it is envisioned that there would be different levels of access including both full and read-only. It's anticipated there would be a structure with an arbiter/manager to administer the state account and maintain all accounts statewide. OES and OHS would collaborate on this. Details still needed to be worked out. In each CALSIEC planning area the idea is to have a manager who then reports information into CASM. A technical committee would be needed to help a manager decide what data makes sense to put into the CASM tool.

The intent is to take information from the PSRSPC's statewide survey and put it into the CASM system. Details will come.

TRAINING UPDATE FROM CNG REGARDING 2007 GOALS
Major Peter Barajas, National Guard of California presented slides on training and exercise accomplishments including:
- Demonstration of new CHP Mobile Command Center
- Department of Technology Services (DTS) Mobile Communication Technology Day
- Los Angeles Tactical Communication meeting
- Mather Air Show

Upcoming exercises that will occur:
- Golden Phoenix (July 2007)
- Rough & Ready (August 2007)
- Golden Guardian (November 2007)

TICP 2007 GOALS UPDATE
Bill DeCamp, DGS reported on TICP related efforts, one of the highest priorities around the state. The effort has involved a lot of travel and staffing for TWG. TWG picked up the slack since a contractor has not been on board. So far there are 28 TICPs. Lots of information is still needed.

UPDATE ON GOAL 2.1 –(FUNDING) Obtain funding for immediate two-year critical operable equipment for the state agency's obsolete communication systems. Reflected in BCP Efforts outlined below including: GEOEC Effort, TWG BCP Process, and Connection to Rescoping.

- The BCP process being pursued by agencies/departments currently as funding has not been received to cover the $85 million in operability funds needed that were identified in 2007 report.
- CDCR put in a BCP (June 1, 2007 deadline) and that was not funded.
- Frank McCarton encourages all to determine needs. What does the $85 million from the last year's report mean to your agency? He encouraged all to look at PYs in your agencies and whether BCPs could be coordinated with this workgroup and to meet with your administrative folks, directors, etc. Mr. McCarton noted that the process is not easy.
- TWG is also developing a BCP process. It was proposed that the TWG develop a solution toward the effort.
- Department of Finance comment: It is useful if there is a unified message for the Legislature, a comprehensive and cohesive approach. DOF communicated the same idea to GEOEC. DOF doesn't want piecemeal proposals. Each BCP can be justified on it's own but build to unified effort. DOF must look at analytical aspects.
- Timing on development of BCP's is an issue. Report to Legislature should come out June 1, for BCP to adapt to it.
- Middle Sept 2007 will be formal review by DOF of current round of BCP's.

- Clarification was made that the PSRSPC (not GEOEC) is the champion of all BCP's dealing with interoperability.
- Looking to TWG to flush out the design and timing on BCP's for GEOEC.
- Everyone was encouraged to push for interoperability as a priority in their own agency/department.
- The GEOEC process on BCP's is a groundbreaking approach- a unified approach, asking PSRSPC to review BCP's, a checkmark or rescope.
- CHP & CALTRANS know their needs. Do other agencies know their needs? Need to communicate with each other on needs to be able to address all the resource needs. A no answer is not what we want.

BCP AND PROCUREMENT PROCESS

The TWG has been developing a procurement process that would dovetail with the BCP process in providing technical input. There has been concern that an agency would submit a BCP without a completed procurement review. The proposed TWG plan entails;

1. Agency submits summary
1. DGS technical review
2. Give to TWG, assure statutory
3. TWG forward to OES as permanent chair

RESCOPING PROCESS

A draft process was put together by the TWG and will be brought forward at the next PSRSPC meeting for adoption. It was noted that Senator Machado has said that he wants to see a process that ensures that all efforts are aligned. The process that is endorsed would need to be followed with a rescoping template.

REQUEST FROM LEGISLATURE ON PROJECTS TO INCLUDE IN 2008 REPORT

Grace Koch, OES explained that she had met with legislative staff on information that they would like from PRSPSC agencies and departments. Grace explained that the PSRSPC may not be able to meet their expectations but agreed that all would respond to the set of seven questions. The legislative staff would like to see something like a capitol outlay five year plan, similar to that used in building construction to know what is happening in any year currently and what would augment it over five years. She explained that there are huge cost factors for technology so it is extremely difficult to provide information. Legislative staff wants five year plan that looks at each agency/department independently and the connectivity of all and how it will be achieved. Without providing this information, Grace explained one can expect to receive same questions, delays and obstacles from the legislature. It was noted that some agencies may need help from DGS to answer some of the questions. It was suggested that TWG determine how to respond to the 7 questions.

2008 PSRSPC LEGISLATIVE REPORT & STRATEGIC PLAN

Mr. McCarton reported that the Technical Working Group (TWG) is working hard on the next PSRSPC report to the legislature (2008). They would like feedback as to whether they are on the right track or not. Comments from members follow:
- Be short and sweet.

- Legislature doesn't care what did. Most energy should be where headed and paint whole picture and how agency fits in, otherwise won't get anywhere.
- When legislature changes, loose continuity. Agree keep as short, but how reeducate? How reinvigorate? How keep interest? Need to know history.
- Keep it to 25 Pages, with only a short history in report and then refer to the SAFECOM continuum.
- Include 1 -2 page summary on PSRSPC and attach report. This summary could be used for new legislatures on interoperability. It would create a back sheet on PSRSPC and could be inserted into the report each year.
- Use bullet items to grab and hold.
- As legislative staff takes time to read, why not make it useful and educational on the need to plan ahead.
- Include information on narrow banding and accrued risk if don't do anything.
- Focus on the executive summary. Keep report to 25 pages.
- There was a lot of information in the 2007 report. There is a need to make 2008 report clearer.

EDUCATING LEGISLATURE

TWG presented concept of a "Legislative Awareness Task Force" as a mechanism to increase awareness and bridge gap of current state. PSRSPC members had a discussion on the merits of this approach. Frank McCarton emphasized that interoperability is one of the governor's priorities. Concern was expressed about having a stand-alone effort. Also need to be specific on role and how approach legislature. Additional comments:

- Consider having part of each meeting.
- Do something 3x / year to coincide with earthquake, fire, flood. There is a lot of interest when CHP shows their unit. This emphasizes what we are accomplishing.
- Grace Koch said that there is a value to getting the message out to the legislature. They want to know what "the plan" is. She held meetings like a "Disaster 101" with legislature and PSRSPC member staffs and said would do future topical legislature days.